Guardian for Applicants

The California Department of Social Services (CDSS) is excited to introduce Guardian, a new online background check system, set to go live January 2021. Guardian will ensure background checks are completed faster and more efficiently, while making the process easier for applicants to request an exemption. Below are some helpful tips to navigate Guardian.

Advantages for Applicants

An applicant is defined as being associated to a Community Care Licensing (CCLD) agency or CCLD registry. As an applicant, Guardian will ensure background checks are completed faster and more efficiently. Applicants have the ability to apply for registries and pay associated fees through the application process. Applicants will be able to opt-in to receive paperless communication from the Care Provider Management Bureau (CPMB). A pre-populated Live Scan form can be generated and printed from Guardian. In addition, background check documents can be easily uploaded, submitted and managed.

Please Know:

Important information for utilizing Guardian for your background check and/or registry applications:

1. You must have a valid email address.
2. You must have the Applicant Instruction form, with the Agency's unique PIN number.
3. You will need to have access to a printer to print your pre-populated Live Scan form from Guardian.

Login Tips

Usernames are not case sensitive.

Passwords are case sensitive. Please take caution when entering your password.

Internet Accessibility

To make sure you have the best experience possible, the Guardian system will support only the most up-to-date version of the following internet browsers: Mozilla Firefox, Internet Explorer, Google Chrome and Safari.

Agency PIN number

The agency you will be employed by or associated to will provide you with an Applicant Instruction form. The Applicant Instruction form will provide instructions to register for a Guardian account and the agency's unique PIN. This agency PIN number will be required in order to submit your application for a background check in Guardian. The Applicant Instruction form is generated by the Agency, in the Agency portal.

Have a question?

If you have a question, you may contact the Guardian General inbox at: Guardian@dss.ca.gov or visit the Guardian Webpage for helpful documents and information at: https://guardian.dss.ca.gov